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# WO 510 X Worship Leadership in the Church

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## **WO510ExL: Worship Leadership in the Church**

Dr. Charles R. Hohenstein

Fall Semester 2002

Please note: this Syllabus may be revised prior to the first day of class.

### **Welcome:**

Welcome to WO 510, Worship Leadership in the Church. Our goal is to make students better able to understand, analyze and lead worship in the Church. Worship is the most basic activity of Christians. It is the basic way that we meet God in Word and Sacrament, and in the gathered community. Thus our subject matter is of critical importance to us as baptized Christians and as ministers in the Church.

### **How to Contact the Professor:**

- Email: always send email by clicking on the “to Office” icon in the WO510X-LR folder. If the matter is really urgent, please say so in the subject line.
- Phone: (574) 234-5482 (Please note: I prefer email).

### **Office Hours:**

I will check in on our class on Mondays, Wednesdays and Fridays, and will attempt to be available in First Class on Mondays between 11:00 am and 1 pm Eastern Time.

### **Course Description:**

This course lays the foundation for the ministry of the whole congregation in corporate worship. Biblical, theological, historical, and practical focus is brought to bear on the elements of prayer, Scripture, music, and proclamation in terms of the design of services, the keeping of time, and worship space. Attention is given to interpreting, planning, and presiding at the Church's principal worship services, sacraments, weddings, and funerals.

### **Course Objectives:**

Here's what we will examine:

- “Looking at the forest”: First we will examine large worship issues: biblical roots of Christian worship, a theology for Christian worship, developing a vocabulary for assessing worship, different orders for worship services, and having fullness in worship. These will occupy the first several modules.

•“Looking at the trees”: In the last several modules we will look at specific issues for planning worship services and doing actual worship leadership: time and remembrance, space, music, prayer, the Lord’s Supper, Baptism and initiation, and, finally, special services like weddings and funerals.

Here’s what we will aim for:

- Glorifying God and edifying the Church
- Providing gracious worship leadership in its various dimensions
- Developing the ability to make worship decisions and plan worship services
- Exploring ways to enrich congregational worship in prayer, word, and sacraments, and
- Knowing where to place yourself and your Church within the diversity of Christian approaches to worship.

### **Course Requirements:**

Weekly participation in the online discussions.

During each module week, which runs from Wednesday noon to Wednesday 11:59 a.m. (Eastern Time), you will need to post one response to my initial question/assignment for that module and one response to a classmate’s posting for that module in the discussion center. One way to do that might be to post your response to my initial question/assignment early in the week, keep monitoring the threaded discussion all week long, and then jump in again toward the end of the week. These are just the minimum requirements: additional postings are welcome and encouraged.

Weekly participation in the online discussions will constitute 20% of your grade. I’ll be looking not for the amount of interaction but for insightfulness, inquisitiveness, and the ability to bring readings and other material to the table. I’m looking for more than you offering casual remarks of support or disagreement. I keep track of the following: have you posted the minimum 2 postings per assignment? how many total postings did you make per module? how many were truly insightful, significant postings? how well did you respond when questions were posed to you by the professor or other students? did your postings show evidence of interacting with the readings and CD materials? A passing grade on this part of the course is not automatic.

### 2 Tests

The first test will be distributed online by email post on 20 Sep 2002 and must be returned to me by 12 midnight (Eastern Time) on 27 Sep 2002, sending it by email to the WO 510 LR Office. It will be a comprehensive, thorough test on these books: *Authentic Worship in a Changing Culture*, Webber’s *Planning Blended Worship* and Long’s *Beyond the Worship Wars*.

The second test will be distributed online on 15 Nov 2002 and must be returned to me by 12 midnight on 22 Nov 2002. It will be a similar test on these books: White's *A Brief History of Christian Worship*, a section from Bridge and Phyper's *The Water That Divides* (in the course center), Wesley's passages on baptismal regeneration (on CD, module 12), Ted Campbell's essay on Wesley on baptism and conversion (on CD, module 12) and the essay by Daniel Benedict (on CD, module 12).

PLEASE NOTE: You can study as long as you would like, but once you start to take the tests, they are closed book. Do not look at a test before you start to take it. Give yourself 2 1/2 hours maximum to take each test.

Each test will constitute 20% of your grade, making 40% cumulative of your semester grade. I'll be looking for right answers, based on the books.

A Large Semester Project, in which you evaluate a church's worship service, integrating and synthesizing everything covered in the class. The project will have three parts: 1) what did you see; 2) how would you evaluate it; and 3) if you were the pastor or worship leader, what would you keep or change about the worship service and why. More information will be given below. This will be **due by midnight on Thursday, 12 Dec 2002**.

The Large semester project will constitute 40% of your grade; **see below for more details** about what I'll be looking for

#### Development of a worship service,

appropriate for a particular congregation in a specific cultural context of your choosing, using Webber's four-fold order of worship. This will be due by 12 midnight on 02 Oct 2002. Post your worship service within your team folder by that time and date. Once distributed within your team folder, you will need to comment on the services distributed by your group members. This will be done as part of a weekly module.

No actual grade will be given for this project; failure to complete the assignment and comment on the other services from your other team members will result in the loss of a letter grade from your final semester grade. I'll be looking for your ability to take the ancient four-fold order of worship and make choices/adaptations appropriate for a particular time in the year and for a particular group of people.

#### Adaptation of a special service called the Easter Vigil.

The Easter Vigil is one of the golden treasures from the early centuries of the Church and used to be the main service of the whole year. You will adapt it for a particular

congregational setting of your choosing. What you will need to produce is an outline of the Vigil with a *very brief* commentary on how the service would be done in the congregational setting you have chosen. This will be due by 12 midnight on 16 Oct 2002. Post this assignment within your team folder. Once distributed within your team folder, you will need to comment on the services distributed by your group members.

No actual grade will be given for this assignment; failure to complete it and to comment on the other services within our team will result in the loss of a letter grade from your final semester grade. I'll be looking for your ability to take this service and plan it in a way that is true to the service and appropriate for a particular group of people within a specific cultural context.

### Videotaping yourself,

performing baptisms (both a child and an adult), Communion, a wedding, and a funeral, mailing copies to your team members, and then commenting on them within your team folder. You will shoot two tapes, one early in the semester and one later in the semester.

The first tape should show you performing baptisms and a funeral. You should mail this first tape to me and only to me at the following address:

Dr. Charles Hohenstein  
624 W. Colfax Avenue  
Apartment E  
South Bend, IN 46601-1425

Mail it by 23 Sep 2002 using priority (2-day) mail.

After receiving my feedback on this first tape, shoot a second tape of yourself performing a communion service and a wedding. You should have finished shooting and duplicating the videotape so that you can mail it to your team members and the professor by 04 Nov 2002 using priority (2-day) mail for the professor's Team members should watch and comment on the other tapes within your team folder by 13 Nov 2002. In the course center look at the document describing common lapses made in performing these services. Of particular importance is what I call the "sound down" test: if you turned the sound all the way down, could someone tell when you are praying, when you are addressing the congregation, and whether your presiding is full of grace?

No actual grade will be given for your videotapes. Failure to complete the assignment and to comment on the tapes within your team folder will result in the loss of a letter grade from your final semester grade. I'll be looking for your performance of these services in a way which is gracious and graceful and which is true to your worship tradition and to yourself as a worship leader.

These assignments add up to a lot of work for both the students and the professor. I'm requiring it because worship is so important. It is the Church's life blood. Will you do anything more important as a pastor or worship leader or as a Christian? Let us rise to the challenge and privilege of equipping ourselves to lead God's people in worship that truly honors him and edifies his people. This may be the only chance you ever have to systematically reflect on this topic with the help of others as committed to it as you.

### **Online Etiquette:**

A crucial element of this course is the dialogue that we enter into with each other. All discussions are to be in the vein of encouragement, gentleness, patience, persistence, and hope. This does not mean that we will not challenge, confront, or question each other. It does mean that these things will be undertaken for the purpose of growth and stimulation to think and understand the subject at hand more deeply and more intimately.

### **Grading:**

Here's what the letter grades mean:

A = exceptional work (notice the word exceptional). This this will be an exceptional grade.

B=good work. Good is good. Sleep soundly with this grade.

C=acceptable work.

D=marginal work

+ and - will also be given; e.g. a B+ is a possible grade.

What the grades mean in the grand scheme of things: not all that much. I am much more interested in the increase of your wisdom than in you racking up a particular grade. The real test of what you gain in this class will be seen in 5 years when you are leading worship somewhere. I won't be able to test the quality of your work then (and thus I must give you a grade now) but God can. Take advantage of this course to its fullest given your current life situation, regardless of what your final grade ends up being, in order to show yourself an approved worker down the road.

### **Required Reading:**

Students will read the following books and pamphlets, some of which are very short.

[no author] *Authentic Worship in a Changing Culture* (Grand Rapids: CRC Publications, 1997; ISBN 1-56212-257-6).

Daniel T. Benedict and Craig Kenneth Miller, *Contemporary Worship for the 21st Century: Worship or Evangelism?* (Nashville: Discipleship Resources, 1995; ISBN 0-88177-138-4).

Thomas G. Long, *Beyond the Worship Wars: Building Vital and Faithful Worship* (The Alban Institute, 2001; ISBN 1-56699-240-0).

Timothy J. Mulder, *So You've Been Asked to Lead in Prayer* (Grand Rapids: CRC Publications, 1996).

Robert Webber, *Planning Blended Worship: The Creative Mixture of Old & New* (Nashville: Abingdon Press, 1998; ISBN 0-687-03223-7).

James F. White, *A Brief History of Christian Worship* (Nashville: Abingdon Press, 1993; ISBN 0-687-03414-0).

John D. Witvliet, *So You've Been Asked to Plan a Worship Service* (Grand Rapids: CRC Publications, 1999; ISBN 1-56212-393-9).

John D. Witvliet, *So You've Been Asked to Lead a Worship Service* (Grand Rapids: CRC Publications, 1999; ISBN 1-56212-392-0).

All of these are available from the Asbury Cokesbury Bookstore. Contact them at [exlbooks@asburyseminary.edu](mailto:exlbooks@asburyseminary.edu) or (859) 858-4242.

#### PLEASE NOTE:

- You will also read some additional articles and essays for each module. These will be found on the CDs which have been distributed to you by the seminary. See below.
- You will also need to purchase, if you don't already have them, your denomination's worship book and official hymnal.

For United Methodists, these are the *United Methodist Hymnal* (Nashville: The United Methodist Publishing House, 1989) and the *United Methodist Book of Worship* (Nashville: The United Methodist Publishing House, 1992; ISBN 0-687-03572-4).

For Free Methodists, these are the *Pastor's Handbook* and your current hymnal.

For Nazarenes, these are the latest edition of the *Manual* and your current hymnal.

For Wesleyans, these are the latest edition of *The Discipline of The Wesleyan Church* and your current hymnal.

If you have any questions about your denomination's worship book and official hymnal, please contact your denominational publishing house.

### **Material on CDs:**

Every week you will be asked to look at and listen to items on the resource CDs sent to you by the seminary. On these CDs you will find:

- short video clips of different worship services with written guides to tell you what to look for;
- short video clips of Professor Lester Ruth lecturing (it was Professor Ruth, the regular professor of worship at Asbury, who originally developed this course);
- longer video clips of Professor Ruth showing how to do baptisms, Communion, weddings, and funerals;
- additional Powerpoint presentations giving you more data to chew on and think about;
- songs to listen to with written guides to tell you what to listen for;
- some additional reading, as noted above.

This material has been compiled and organized into *modules*(except for the longer video clips about how to do the special services), and provides the raw data for our online discussions, and therefore should be reviewed before I post the module assignment each Wednesday (more about our weekly rhythm below).

I'll send out a notice every Wednesday telling you what you need to look at or listen to that week. In the meantime, as soon as you get the CDs, look at the video clip with written guide in Module 1. We will hit the ground running, discussing that Module 1 data right away.

You will need to return all CDs at the end of the semester.

### **Course Schedule:**

- 03 Sep 2002    Module 1 begins: Introductions, responding to first video clip on worship as community activity.
- 11 Sep 2002    Module 2 begins: Worship and the Bible
- 18 Sep 2002    Module 3 begins: A Theology of Worship
- 20 Sep 2002    First Test Distributed



23 Sep 2002 Mail First Videotape to Professor by this date

25 Sep 2002 Module 4 begins: Developing a Vocabulary for Assessing Worship

27 Sep 2002 First Test Due by Midnight, EDT

02 Oct 2002 Module 5 begins: Ordering different types of worship services

02 Oct 2002 Worship Service based on Webber due by Midnight, EDT

09 Oct 2002 Module 6 begins: Fullness in worship

16 Oct 2002 Module 7 begins: Time and Remembrance in worship

16 Oct 2002 Adaptation of Easter Vigil due by midnight

23 Oct 2002 Module 8 begins: Space

30 Oct 2002 Module 9 begins: Music

04 Nov 2002 Mail Second Videotape to professor and team members

06 Nov 2002 Module 10 begins: Prayer

13 Nov 2002 Module 11 begins: The Lord's Supper

15 Nov 2002 Second Test distributed

20 Nov 2002 Module 12 begins: Initiation and Baptism

22 Nov 2002 Second Test due by midnight, Eastern Time

04 Dec 2002 Module 13 begins: Marriage and Funerals

12 Dec 2002 Large Semester Project due by midnight, EST

### **A Module, A Module, My Kingdom for a Module**

The basic building blocks of the course will be the weekly modules. The module week will begin at 12 noon. (Eastern Time) on a Wednesday (except for the first module which will begin on Tuesday, 3 Sep 2002) and will end at 11:59 a.m. (Eastern Time) the following Wednesday. During that module week the following will occur: 1) I will post the current module assignment first thing on Wednesday morning; 2) I will post a little reminder saying what you should be working on in the background first thing on Wednesday morning; 3) you will make at least two postings, one in response to my initial

posting and one in response to a classmate's posting; and 4) I (and you hopefully) will monitor the discussion and jump in as appropriate.

Trust me to keep everybody and everything on track.

## **Foreground and Background**

A good way to think of the work in the class is to think of foreground and background. In other words, you should be working on stuff for this class that is in the foreground (meaning in immediate view and concern) as well as in the background (meaning behind the scenes).

Always in the foreground will be the posting of the current module assignment and your responses to it. Sometimes in the foreground will be projects you have been working on in the background until their due date, at which time they come into the foreground. An example is you developing an order of worship according to Robert Webber's four-fold pattern. Your background work will begin with you reading Webber's book. I'll start giving you background reminders a few weeks ahead of the assignment due date, giving specific instruction about the assignment as I do. When the due date rolls around, that background work will become foreground work as you post it in your team folder and receive comments from your teammates.

The most basic foreground and background rhythm will be the rhythm of responding to the module assignment based upon what you read/saw/listened to about that module topic on the resource CDs. In the foreground will be your online postings to the assignment; in the background will be your reviewing the materials on the resource CDs for the upcoming module. In other words, in the week we are discussing the topic for module 4, for example, you should be reviewing the materials for module 5. Don't worry. I'll remind you what to do every Wednesday.

## **Reading schedule**

There is no precise reading schedule for the 8 books and pamphlets listed as required reading. You will be tested on some of them on certain dates. (See above under grading and assignments.) Research shows that students who have read the material to be tested by the time the students are tested on the material do tend to have significantly higher grades on such material.

All of this is just another way of saying the the 8 books and pamphlets are background work which only come to the foreground when you are tested on them.

## **Teams**

During the first week I will organize you into teams. You will have a special team folder icon as discussed below. As I will instruct, some of our work, especially the module discussions will be done in these team folders. You will also distribute your second videotape to your team members. Midway through the semester I will have you switch teams so as to expand the number of classmates you interact with for the modules.

### *The Video Recordings*

You will need to have access to a camcorder—you will use it to record yourself performing a practice baptism, communion, wedding and funeral. You will also need people, furnishings and the space to perform these services.

A tripod is very useful, too, when videotaping something as long as a worship service.

You will need to duplicate the videos you make of yourself doing the practice services. Duplicates will be sent to members of your teach (a small group of classmates) and to the professor.

If you videotape a church's worship service in connection with your large semester project (see below), you will need a church which is willing to let you do so. Do not videotape your own church service—do a church that is different from your own. Do not be hesitant to cross ethnic and racial lines.

### *More information on the large semester project*

- Goals: to give you a chance to integrate everything you have learned, read and discussed by thoroughly evaluating a single worship service of a church other than your own; to sharpen your skills at pastorally evaluating a church's worship; and to give you a chance to pretend to be the pastor or worship leader, choosing what to maintain as a strength and where you would try to improve its worship.

- Choosing a church: pick a church other than your own and one beyond your normal experience. Try to choose one where you can visit its main worship service. I must approve all choices. Contact me by clicking "to Office" icon.

- When to choose it: I wouldn't wait long. You will want to give yourself time to really chew on what you experienced there. Here's the optimal plan: choose a church early in the semester, videotape its service early, have this service in the back of your mind as you work with the data all semester long, occasionally watch the videotape so the service remains fresh, and then write a fantastic project in November-December.

- The parts of the project: 1) what did you see? 2) how would you evaluate it and 3) if you were the pastor or worship leader, what would you keep or change about the worship service and why?

- Videotaping the service? While videotaping the service is not strictly necessary, it would be very useful. It will enable you to view the service several times to get the most accurate “read” of it. If you can’t videotape a service, then take very good written notes during the service. You cannot use a service from TV unless you were actually at that service—you cannot get the full experience just from a TV telecast.

- The grid to apply: You are responsible for this, as you will be when you are pastor or worship leader somewhere. I’m not going to tell you how to do it. Take this as your opportunity to shine by showing how you have digested everything in the course, integrating and synthesizing it into a usable way of evaluating worship. The development of a great evaluative grid is a large part of what I’m looking for in the project. I will also be looking for thoroughness and insightfulness in your project. For example, a project that does not comment on the worship space would be deficient in thoroughness, and, for example, a project that limits its evaluation criteria to “it really moved me: will likewise be deficient.

- The length of the project: no more than 30 pages double spaced.

\*Formatting: submit as an email attachment sent to the WO 510 Office (click on the “to Office” icon in the WO510X-CH folder) by midnight on INSERT DATE. Use 10-12 point type, Times New Roman. Put any notes as footnotes. For questions of citations, see Kate Turabian, *A Manual for Writers*. Please save your project as an .rft file—it makes it easier to convert to a form I can use on my Macintosh computer.

*More information on videotaping yourself:*

- The assignment: videotape yourself performing a baptism, doing the Lord’s Supper, performing a wedding and doing a funeral according to the services in your denomination’s resources or in a way that is appropriate for your tradition. Remember that you will produce two videos: the first (baptism and funeral) sent only to the professor and the second (Communion and a wedding) sent to the professor and everyone in your team.

- The baptism: must include both an infant and an adult.

- First watch the video of Prof. Ruth giving instructions on how to do these services.

- The grid for evaluating: does your leadership show graciousness and is graceful? See the document in the course center on common lapses. Don’t forget about the “sound down” test (see above).

- no sermons are required in any of these services, although they will be in real life.
- The covenant among ourselves: doing stuff like this is awfully intimidating but we need to practice it. In shooting the tape and in commenting on the tapes of your team members, let us remember to be both gentle yet truthful for the sake of becoming better worship leaders for God's people, the Church. Let us remember to receive others' comments so that we might become better leaders.

### **ExL Support Team:**

For technical support contact *Andy Adams*, [ExL\\_Support@asburyseminary.edu](mailto:ExL_Support@asburyseminary.edu)  
For questions related to the ExL program contact *Kevin Osborn*,  
[ExL\\_Director@asburyseminary.edu](mailto:ExL_Director@asburyseminary.edu), or *Amy Jo Adams*,  
[ExL\\_Coach@asburyseminary.edu](mailto:ExL_Coach@asburyseminary.edu)  
For library reference support contact *Hannah Kirsch*,  
[Hannah\\_Kirsch@asburyseminary.edu](mailto:Hannah_Kirsch@asburyseminary.edu)  
For interlibrary loans contact *Dot James*, [Dorothy\\_James@asburyseminary.edu](mailto:Dorothy_James@asburyseminary.edu)

### **Windows and Icons:**

The Course Center will contain a copy of the syllabus as well as all class modules.

The Discussion Center will be used for all public communications. Anytime you have a question or comment about the course, the modules, the assignments, or anything else which would be of interest to your classmates and the professor, you should post to the Discussion Center.

The (Class Number) Office is for private correspondence between you and the professor. This will contain items that you do not want to appear publicly before all of your classmates.

The Archives Center will be used for storing conversations that have already taken place during the course of the semester. This keeps the Discussion Center from becoming too unmanageable.

The Chat Center is intended primarily for real-time interaction among students. You can get together with other members to study, ask questions, or to explore topics. *Remember:* None of the conversations carried on in this location are ever saved.

The Resource Center provides access to a number of specific tools available to all ExL students. These include access to the B.L. Fisher Library, chapel services in Estes Chapel, ExL Updates, Guidelines for Success, Helpful Hints, Interesting Links, a Powerpoint Viewer, and a Real Audio Player.

## **Obtaining Library Materials and Reference Assistance:**

All ExL students are encouraged to make use of their local library. However, if such services are unavailable or inadequate, ExL students may also obtain library books and journal articles through the mail from Asbury Theological Seminary's B. L. Fisher Library.

All requests for books and journal articles should be emailed to the ExL Reference Librarian, Hannah Kirsch (Hannah\_Kirsch@asburyseminary.edu). Hannah is also available to assist ExL students with reference requests such as how to find citations for books and articles, how to use the various online databases available to ExL students, or how to begin looking for information on a specific topic.

To request material from the B.L. Fisher Library, begin by searching the library's WebPac (online catalog of the library's holdings) or one of the journal databases available on the ExL Virtual Library webpage (found in the Resource Center of your ExL classroom). Then send an email to Hannah citing the sources that you would like to request. If you need help searching the databases, do not hesitate to ask. Please allow 5-10 business days for all requests to be filled. ExL students are billed for the cost of photocopies (5 cents per page) and the cost of shipping. Express mail services (price varies according to weight) and faxing (\$1.50 for the first page and 25 cents for each additional page plus photocopy charges) are also available, but material will generally take 1-2 days from the receipt of the request to be processed.

Plan ahead and make your requests early.

## **LAST BUT CERTAINLY NOT LEAST: SOME IMPORTANT TIDBITS**

### **The first week**

Hopefully, you will have looked at this syllabus before the first week of class. I will want everyone to introduce themselves to other class members early during the first week of the semester. I'll post a notice for when it is time to do so.

### **A note on reproducing course materials**

*"The development of all extended learning material, whether online or by other media, is intended for distribution to members of the course and others by my permission. It is not intended for general distribution on the internet or elsewhere. Permission to copy, in whole or in part, must be requested from the professor (Charles Hohenstein)." Thanks for honoring these instructions.*

**Info on contacting the professor, again:**

**Email:** always send email by clicking on the "to Office" icon in the WO510X-LR (WO510X2 Office if you are in the second section). If the matter is really urgent, please say so in the subject line.

**Phone:** (574) 234-5482--but note that I prefer email.

**Virtual office hours:** I'll be checking in our class every Monday, Wednesday, and Friday.

**Final thoughts**

The song of the twenty-four elders before the throne of God in heaven: "You are worthy, our Lord and God, to receive glory and honor and power, for you created all things, and by your will they existed and were created." (Revelation 4:11)

The song offered to the Lamb in heaven: "Worthy is the Lamb that was slaughtered to receive power and wealth and wisdom and might and honor and glory and might forever and ever!"

The word "worship" comes from combining worthy and -ship. It is all about coming to recognize the worth of God. I pray that God will use our class for that purpose.